

## **MID DEVON DISTRICT COUNCIL**

**MINUTES** of a **MEETING** of the **LICENSING COMMITTEE** held on 1 March 2019 at 11.00 am

### **Present**

#### **Councillors**

D R Coren (Chairman)  
T G Hughes, D J Knowles, Mrs G Doe,  
L D Taylor and Mrs E J Slade

### **Apologies**

#### **Councillor(s)**

Mrs E M Andrews, R J Chesterton, Mrs F J Colthorpe,  
A Bush and S G Flaws

### **Also Present**

#### **Officer(s):**

Simon Newcombe (Group Manager for Public Health and Regulatory Services) and Carole Oliphant (Member Services Officer)

## **9 APOLOGIES AND SUBSTITUTE MEMBERS (00.01.00)**

Apologies were received from Cllrs Mrs E M Andrews; A J Bush, K I Busch, R J Chesterton and S G Flaws

## **10 DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT (00.01.26)**

There were no declarations made

## **11 PUBLIC QUESTION TIME (00.01.38)**

There were no members of the public present

## **12 MINUTES (00.01.45)**

The minutes of the meeting held on 9<sup>th</sup> October 2018 were agreed as a true record and duly signed by the Chairman

## **13 CHAIRMANS ANNOUNCEMENTS (00.03.51)**

The Chairman had no announcement to make.

## **14 OPERATIONS DIRECTORATE ENFORCEMENT POLICY (00.04.04)**

Members were provided with the updated Operations Directorate Enforcement Policy\* PH/EP/01/19. This is policy was formerly the Public Health Services Enforcement Policy PH/EP/02/16 adopted in August 2016. The policy was due for review and has also been expanded to encompass the remaining enforcement functions in the Operations Directorate within Housing Services and Street Scene

Services. It continues to encompass the Licensing Authority functions of Public Health and Regulatory services.

The Group Manager for Public Health and Regulatory Services outlined the content of the Policy and explained that the Council was required by law to have an Enforcement Policy.

He explained that the Policy was very much a reference guide for officers and decision makers and the appendices contained the details of how each area across the Directorate would comply with relevant information.

He explained that recent changes to Regulation of Investigatory Powers Act (RIPA) were reflected in the policy along with the new General Data Protection Regulation (GDPR) requirements and the Policy could be reviewed at any time due to further changes in legislation.

He explained that the Policy ensured that the Council was transparent, fair and equitable.

It was **RESOLVED** that the Operations Directorate Enforcement Policy was adopted for the Licensing statutory functions within the Directorate.

(Proposed by Cllr G Doe and seconded by Cllr T G Hughes)

Note \*Policy previously circulated and attached to the minutes

(The meeting ended at 11.35 am)

**CHAIRMAN**